

INTERIM STATEWIDE INFORMATION TECHNOLOGY STANDARD

Interim Standard: Statewide Wiring

Short Title:

Effective Date: July 25, 2006

Approved: Richard B. Clark

I. Interim Standard Purpose

This interim standard defines requirements for all wiring and cabling installations connecting to the State's SummitNet network. These specifications match nationally accredited TIA/EIA standards. Requirements for staff and contractors installing wiring are also included.

Please refer to the attached [State of Montana Enterprise Wiring Standard](#).

Improperly installed wiring can lead to:

- Network errors that are time consuming to troubleshoot and prevent access to network resources.
- Condemnation of the cable plant. This requires evacuation of the building until the cabling is certified as meeting the standard.

II. Definitions

TIA/EIA: The Telecommunications Industry Alliance (TIA) and the Electronics Industries Alliance (EIA) are accredited by the American National Standards Institute (ANSI) to develop voluntary industry standards for a wide variety of telecommunications products.

Wiring/Cabling: These terms are used interchangeably. Wiring or cabling is the portion of the telecommunications system that extends from the work area outlet (jack) to the telecommunications closet. This includes the termination at the outlet as well as the termination and cross connects at the closet.

Refer to the [Statewide Information Technology Policies and Standards Glossary](#) for a complete list of definitions.

III. Requirements/Procedures

A. Requirements

All wiring or cabling installations connecting to the State's SummitNet network shall be approved and coordinated by ITSD and shall:

- Be performed by pre-approved, certified low-voltage installers or agencies granted delegated authority to perform wiring installations. The Information Technology Services Division (ITSD) is responsible for pre-approving installers and approving delegated authority to agencies.
- Meet all TIA/EIA Standards as described in the *State of Montana Enterprise Wiring Standard*
- Test and submit standard compliance documentation before system cutover

B. Procedures

Records, including drawings of cabling locations and identifiers, and all test results shall be created by the installer and sent to the Department of Administration when the work is complete.

Send to: Information Technology Services Division
PO Box 200113
Helena, MT 59620-0113
ATTN: Barry Wall (bwall@mt.gov)
CC: Damon Petersen (damonpetersen@mt.gov)

C. Enforcement

Inspections by Information Technology Services Division staff may occur at any time. Violations of standards will be documented. An installation punch list of any violations will be sent to the organization/installer. It will specify a date for correction of the violation.

Three documented instances of violations may result in any or all of the following:

- Removal of installer from pre-approved list
- Revoking an organization's delegated approval for wiring installations
- Financial responsibility for costs associated with the resolution of wiring violations coordinated by ITSD
- Disconnection of the site with violations from the state's SummitNet network

Inspections by the State Fire Marshall may occur at any time. Violations may result in condemnation of the cable plant and evacuation of the building until standards are met.

IV. Interim Standard Changes and Exceptions

Changes and exceptions to interim standards are governed by the Policy for Establishing and Implementing Statewide Information Technology Policies and Standards. Requests for a change to this standard are made by submitting an [Action Request](#) form. Requests for exceptions are made by submitting an [Exception Request](#) form.

V. Closing

This policy shall be followed unless it conflicts with negotiated labor contracts or specific statutes, which shall take precedence to the extent applicable.

For questions or change requests on this interim standard, e-mail ITpolicy@mt.gov, or, contact the Information Technology Services Division at:

Chief Information Officer
PO Box 200113
Helena, MT 59620-0113
(406) 444-2700
FAX: (406) 444-2701

The technical contact at the Information Technology Services Division for this interim standard is:

Steve Noland, Network Research and Design
PO Box 200113
Helena, MT 59620-0113
(406) 444-2700
FAX: (406) 444-2701
snoland@mt.gov

VI. Administrative Use

History Log	
Approved Date:	July 25, 2006
Effective Date:	July 25, 2006
Change & Review Contact:	ITpolicy@mt.gov
Review :	Event Review: Any event affecting this policy may initiate a review. Such events may include a change in statute, key staff changes or a request for review or change.
Scheduled Review Date:	One year from effective date
Last Review/Revision:	

Changes:	
----------	--